

MINUTES OF THE PUBLIC SAFETY COMMITTEE
EXECUTIVE CONFERENCE ROOM
October 30, 2019 @ 5:00pm

Committee Members present: Councilor Martin Pepin, Chairman
 Councilor Kenneth S. Vincent
 Councilor Edward LeVasseur entered @ 5:09pm
 Councilor Nancie Cameron

Administration/Staff present: City Manager Bob Belmore
 Police Chief David Kretschmar
 Fire Chief Keith Hoyle
 Finance Director Scott Smith
 Deputy City Clerk Kelly Gagne

Other: Kelly Davis of PortOne Architects

Chairman Pepin called the meeting to order at 5:00pm

MINUTES OF THE PREVIOUS MEETING

Councilor Cameron made a motion to approve the minutes of the September 25, 2019 meeting, seconded by Councilor Vincent. The motion passed 3-0.

PORT ONE ARCHITECTS, KELLY DAVIS -FIRE STATION PRELIMINARY DESIGN UPDATE

Mr. Davis presented the conceptual design plans for the new fire station planned to be located at the current Maple Street site. Manager Belmore stated that the thought is to show where we are currently at and then take in any and all comments and concerns from Committee Councilors.

Mr. Davis went over the process of meetings, engineering and design work to date. He spoke about the logistics of the Fire Station still being in operation during the construction. He used the Londonderry Fire Station project as a reference, as that is also a Fire Station that is staying operative during construction. He showed the conceptual site plans to the Committee, including a street view. Mr. Davis informed the Committee that as part of the analysis so far, they looked at placing a single-story facility on this site, and based on the needs of the City, it would encroach onto the abutting National Guard/LL property property by 30-40 feet. Therefore, the initial recommendation is to make the operations section of the facility two stories as well as the administrative section.

Councilor Vincent asked about doors being locked during the weekends and a Firefighter having to go all the way across the apparatus bays to get to the administrative entrance doors for a resident that may need assistance. Chief Hoyle stated that the plan is to put up a sign on the front door to

direct them to another door to the section housing the Firefighters housing areas. Chief Hoyle also stated that to alleviate this concern they could have department staff rotating in the office area and detail someone to the space would also help with the concern.

Mr. Davis informed the Committee that a rough estimated price of a facility of this size is \$6.5-\$7.5 million dollars. However, as part of the project he is working closely with the construction management firm to develop a more accurate cost. Furthermore, we are looking at a number of sustainable initiatives for this facility. Based on the way the facility is proposed to be situated, solar is most likely not a good option, but we are looking at the potential of geo-thermal and what the cost recovery period will be for that.

The Committee members discussed the aesthetics of the Fire Station to include apparatus bay door ideas, signs, lights and landscaping etc.

Councilor Pepin commented that he would like the current pole in the present station saved and put in the new station. That has significant meaning to him as it goes back from prior stations so it has history. He stated that he loved the arch ways of the bay doors that were shown in the architect's present drawing.

The Committee consensus is the plan and aesthetics are right in line with the overall direction of the Council's vision for the new fire facility.

Mr. Belmore informed the Committee a presentation will be made to the full Council in either December or January.

Mr. Davis left @ 5:44pm

POLICE – FIRE - EMS UPDATES

FIRE UPDATES- Chief Hoyle reported that PortOne had visited eight times in the past two months going over the Fire Station site. Equipment radios have arrived and we are waiting on portable radios. Two Call Firefighters have been hired. He is applying for a Homeland Security Grant to allow for the installation of a generator at the Chinburg Property formally known as Hilltop School to power the police and fire base station. Chief Hoyle has been informed there is a 50% City match for the grant but since we have already purchased new radios that will count as the City match.

EMS Updates – Mr. Robidas was excused from the meeting but he passed along that everything is going well.

FOLLOW-UP: POLICE DEPT. REVIEW

Chief Kretschmar reported that he has two Officers in field training now with one coming back for street patrol. The other Officer has more training to complete. The Police Department currently has one opening; Chief stated he just sent out 110 emails to run a physical agility test this weekend. He received eight replies and he expects that to increase.

There was discussion on Bravo the K9 dog and a recent arrest he assisted in.

Chief Kretschmar stated and Manager Belmore agreed that staffing is the number one concern for the department and the Chief explained the new recommendations regarding detective unmarked car/s replacement, Manager Belmore noted that the Department through the Chief's leadership continues to make improvements, such as the updated SUV cruisers, the new investigation command vehicle being built, our first K-9 Unit with Bravo, and other improvements. He also noted in this year's CIP is a recommendation to begin to replace the undercover vehicles for investigations in addition to our annual cruiser replacement.

Chief provided a hand out that graphed calls for service versus traffic stops. He explained that the traffic stops have decreased due to the number of calls for service and explained in detail.

Committee consensus is to support the Police Department's request to update and replace the fleet of undercover vehicles and support more staffing as soon as it is feasible.

MISCELLANEOUS

ADJOURNMENT

Councilor Cameron, seconded by Councilor Vincent made a motion to adjourn. The motion passed, 3-0. The meeting adjourned at 6:12 pm.

Respectfully submitted,

Kelly Gagne, Deputy City Clerk